Board of Public Education

Agency Information Technology Performance Report
2017 Biennial Report

Please complete this report by close of business October 25, 2016.
Please upload your final Performance Report and all applicable spreadsheets to your individual Agency folder in the Biennial Reporting SharePoint Site found at:
https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.

MCA 2-17-521(4) requires the Department of Administration to prepare a biennial report on Information Technology (IT) based on the Agency IT Plans and Performance Reports required under MCA 2-17-524.

This performance report evaluates progress made towards the objectives articulated in your 2014 Agency IT Plan, which can be found at:
https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.

Please answer each section below based on your 2014 Agency IT Plan (*add lines to the tables as needed*).

Section 1: An evaluation of the Agency's performance relating to IT (MCA 2-17-524(3)(a)).
- Referencing the goals and objectives noted in Section 10 of your 2014 Agency IT plan, please fill in the table below with the information for each goal and objective.
  - o 2014 Agency IT plans can be found in your Agency folder located at https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.
- Please provide an update on the efforts to implement your Agency 2014 IT goals and objectives. Your update may include how a goal/objective has advanced the Agency mission.

GOAL	OBJECTIVES	UPDATE
Using PDF and web site for all agendas and meeting information	Met	The BPE continues this process effectively for all meetings, conference, and hearings.

Section 2: An assessment of progress made toward implementing the Agency IT Plan (MCA 2-17-524(3)(b)).
- Please detail progress made toward completing IT projects identified under section 11 of your 2014 Agency IT Plan.
  - o Your Agency plan can be found in your Agency folder located at https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.
- Please include project cost, schedule and completion information.

ITEM	DESCRIPTION	ACTUAL AS OF JUNE 30, 2016
Project Name	n/a	
Agency / Division		
Project / Program purpose and objectives		
Estimated start date		
Estimated cost		
Funding source – 1		
Funding source – 2		
Funding source – 3		
Annual costs upon completion		
Status of the project as of June 30, 2016. Indicate % completed and status of funds expended.		

Section 3: An inventory of agency information services, equipment and proprietary software (MCA 2-17-524(3)(c)).

Revised November 23, 2016

To collect data on "information services" and "proprietary software", we are leveraging LDRPS (L10). Our goal is to utilize and maintain LDRPS as the authoritative source for this information.

- Please verify the information in the LDRPS Spreadsheet, making any necessary updates or additions.
- Please email your updated spreadsheet to Dawn Pizzini, subject matter expert, at dpizzini@mt.gov.
  - The LDRPS spreadsheet can be found in your Agency folder located at https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.
  - We will pull a final LDRPS Spreadsheet for submission as part of the Biennial Report based on your Agency's input.

For "equipment", we are utilizing the standard Agency Inventory Template Spreadsheet we have used for past biennial reporting and that we are currently using to gather information for the IT Convergence project. The spreadsheet can be found in your Agency folder located at https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.

- If you **have** already provided your inventory for the IT Convergence project, please fill out the last tab labeled **DEVICES**.
  - Please review the entire workbook for accuracy and make any necessary changes.
- If you **have not** provided this inventory, please fill out the entire workbook.

Questions can be directed to:

Jennifer Schofield	Amber Conger
jschofield@mt.gov	aconger@mt.gov
406.444.2926	406.444.5764

Please complete this report by close of business October 25, 2016.
Please upload your final Performance Report and all applicable spreadsheets to your individual Agency folder in the Biennial Reporting SharePoint Site found at:
https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.